

# TOWN OF NEWINGTON

## TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

### MINUTES

April 13, 2009

### TOWN HALL CONFERENCE ROOM 1

- I. Call to Order – Chairperson Bottalico called the meeting to order at 4:00 pm.
- II. Roll Call – Members present: Jay Bottalico, Tom Bowen, and Steve Woods. Others present: David King, Kaestle Boos Associates; Kevin Leach and Tracy Spalding, Leach Consulting Company; Robert Korpak, Director of Facilities Management; and Jeff Baron, Director of Administrative Services.
- III. Public Participation - None
- IV. Lower Level Revised Layout – Mr. King presented a new schematic design for the Lower Level of Town Hall, which consisted of a proposed partial west elevation and a proposed ground floor plan. The former showed window and garage door replacement. The latter included space for Newington Community Television (NCTV), two conference rooms, and swing space. Swing space, storage and mechanical areas will be unfinished space with windows replaced, demolition of existing walls completed, and fireproofing. It is imperative that the space for NCTV be completed prior to the demolition of their current location at the Cultural Center on Welles Drive North.
- V. Cost of Lower Level Reconstruction – Mr. Leach presented a detailed estimate of the costs to complete the work presented by Mr. King. This estimate consisted of his cover letter of April 11, 2009 to Kaestle Boos Associates and his Estimate Summary and Detailed Estimate of April 10, 2009. This estimate included totals of \$1,119,000 to finish the space for NCTV, the two Conference Rooms and the main hallway; and \$185,000 for work in the swing spaces, storage and mechanical areas, and the back hallway, in the manner described above. \$691,579.12 is left in the project budget from the earlier work, and the Town Council's 2009-2010 proposed budget has an additional \$600,000. With design fees added in, it is estimated that roughly \$1,396,000 would be needed to complete this work. The concept of making the window replacement an alternate bid item was discussed and rejected. Mr. Woods made a motion that the Town Hall Renovations Project Building Committee accept the preliminary plans and project budget for the Lower Level of Town Hall, as presented by Kaestle Boos Associates and Leach

Consulting Company. Second by Mr. Bottalico. The motion passed unanimously. There is insufficient funding for the entire project, based on the estimate, unless additional funding beyond the \$600,000 already included in the proposed budget is provided by the Town Council. Mr. Woods made a motion that if additional funding is not provided, that the Project Architect be directed to design the project as presented, with renovations only as far as the proposed entrance and fire doors included in the Base Bid, and with the remainder of the work presented to be bid as an add alternate item. Second by Mr. Bottalico. Discussion: this would allow the work on the unfinished rooms at the end of the hallway to be accepted if funding permits or postponed for completion at a later date if the estimated construction costs are determined to be accurate. The estimated cost for all the mechanical, swing and storage space was \$185,000. The motion passed unanimously.

- VI. Discuss and Take Action on Lower Level Design Fees – The Kaestle Boos proposal dated March 20, 2009, for design fees of \$92,000, was distributed. Mr. Woods made a motion that the Town Hall Renovations Project Building Committee direct Kaestle Boos Associates of New Britain to proceed with the preparation of the plans and specifications for the Lower Level of Town Hall for a fee of \$92,000. Second by Mr. Bottalico. The motion passed unanimously. Mr. King and Mr. Baron will work together to draft an agreement.
- VII. Any Other Business Pertinent to the Committee – None.
- VIII. Public Participation – None.
- IX. Response to Public Participation – None.
- X. Adjournment – The meeting adjourned at 4:49 pm.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services